

MGS Carbon Footprint April 2023 – March 2024

End of Year Report

Contents

[Introduction](#)

[2023/24 CO2e quarterly totals](#)

[Year to year totals comparisons](#)

[Year to Year quarterly breakdown comparisons](#)

[2023/24 carbon objectives progress](#)

[2024/25 carbon objectives plan](#)

[Conclusion](#)

Introduction

An internal carbon calculator was designed to measure Museums Galleries Scotland's activities and calculate our emissions from the UK Government's Carbon Conversion Factors. This provides a kgCO₂e figure for each unit of activity the organisation undertakes which produces emissions. KgCO₂e = Carbon Dioxide equivalent emissions in kilograms, this is the UK standard for emissions recording.

Standardised breakdown of emissions is in 3 scopes. This report will cover the further breakdown of each category within the scopes.

- Scope 1 emissions from office gas heating
- Scope 2 emissions from office electricity use
- Scope 3 emissions from commuting, business travel, waste, hotel stays and homeworking.

*23/24 homeworking figures are averages

2023/24 Quarter Totals

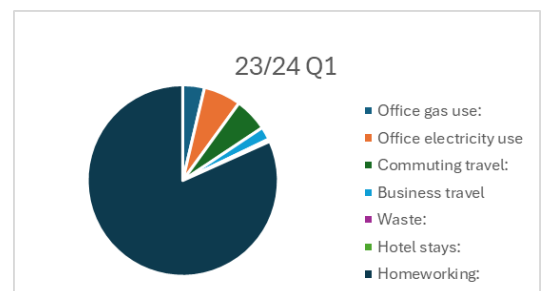
Quarter 1

Scope 1 Office gas use: 237.082 kgCO₂e

Scope 2 Office electricity use: 408.433 kgCO₂e

Scope 3
Commuting travel: 364.1 kgCO₂e
Business travel: 141.404733 kgCO₂e
Waste: 4.792 kgCO₂e
Hotel stays: 21.9 kgCO₂e
Homeworking: 5260 kgCO₂e

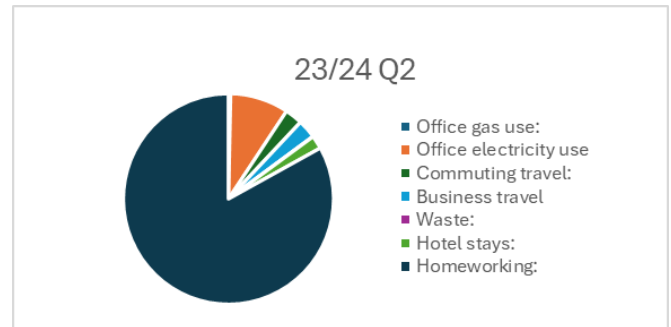
Q1 Total: 6437.711733 kg CO₂e



Quarter 2

Scope 1	Office gas use: 20.639 kgCO ₂ e
Scope 2	Office electricity use: 570.095 kgCO ₂ e
Scope 3	Commuting travel: 170.6 kgCO ₂ Business travel: 180.968963 kgCO ₂ e Waste: 2.67 kgCO ₂ e Hotel stays: 129.2 kgCO ₂ e Homeworking: 5260 kgCO ₂ e

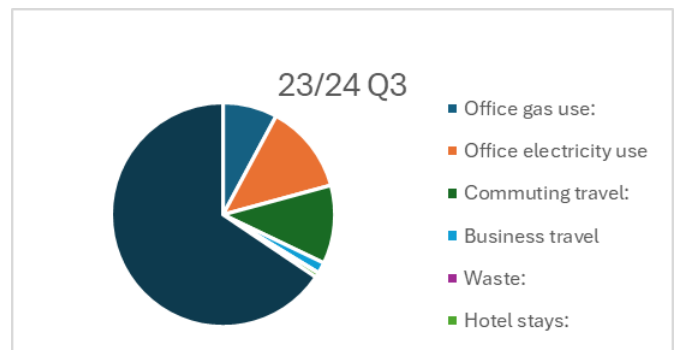
Q2 Total: 6334.172963 kg CO₂e



Quarter 3

Scope 1	Office gas use: 386.97 kgCO ₂ e
Scope 2	Office electricity use: 633.39 kgCO ₂ e
Scope 3	Commuting travel: 556.6 kgCO ₂ e Business travel: 77.62 kgCO ₂ e Waste: 3.174 kgCO ₂ e Hotel stays: 33.4 kgCO ₂ e Homeworking: 3220.7 kgCO ₂ e

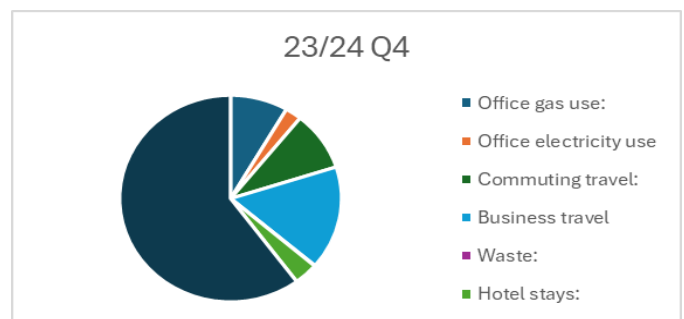
Q3 Total: 4911.85 kgCO₂e



Quarter 4

Scope 1	Office gas use: 449.35 kgCO ₂ e*
Scope 2	Office electricity use: 127.95 kgCO ₂ e **
Scope 3	Commuting travel: 495.7 kgCO ₂ e Business travel: 867.55 kgCO ₂ e*** Waste: 3.9 kgCO ₂ e Hotel stays: 188.3 kgCO ₂ e Homeworking: 3220.7 kgCO ₂ e

Q4 Total: 5353.45 kgCO₂e

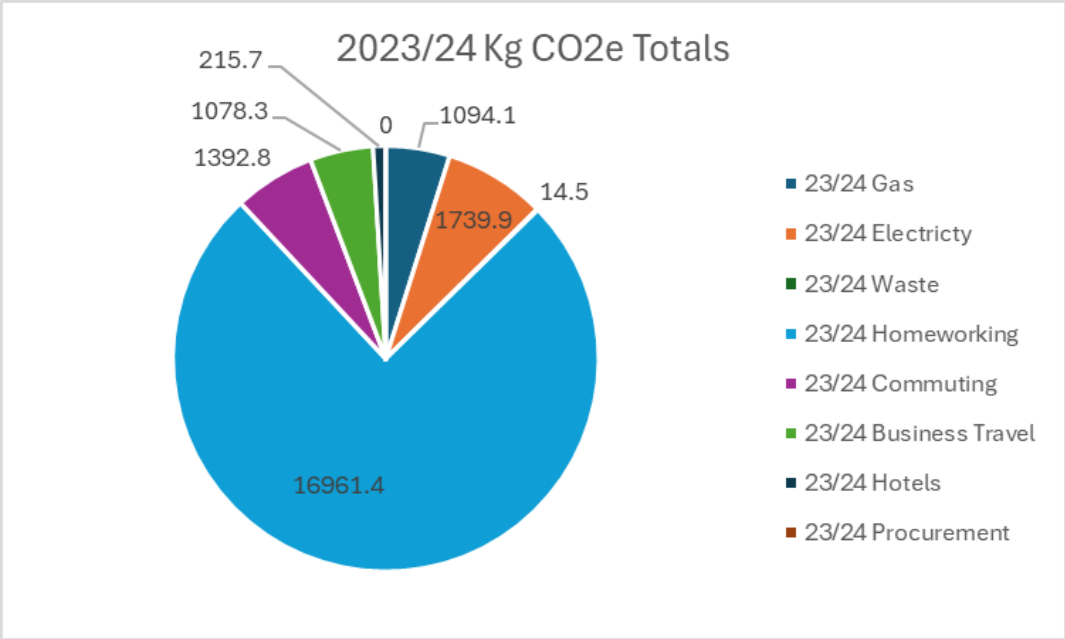


** In March 2024 we switched to a 100% renewable electricity tariff. KgCO₂e for electricity Q4 is therefore only for Jan & Feb.

***Business travel figure is higher as we have started to take travel details from Xero finance reports rather than asking people to record their own. Requirements to visit museums are also increasing.

Year to Year Totals

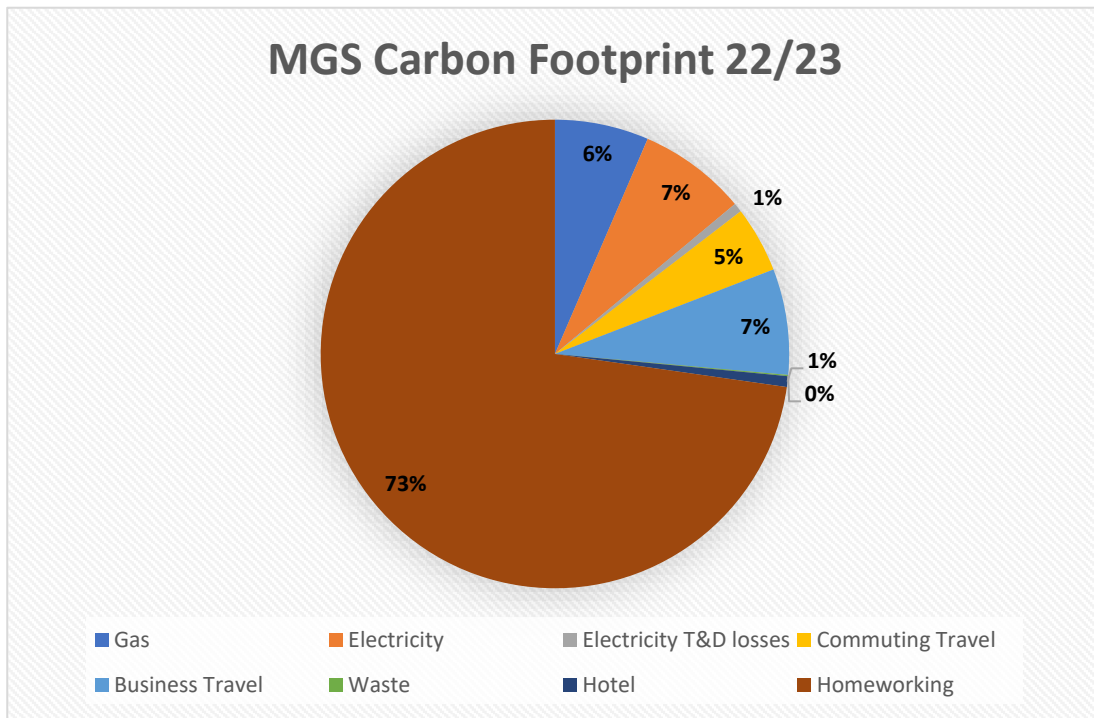
Total emissions for 2023/24: 22496.7 Kg CO2e



Carbon Footprint 2022/23:

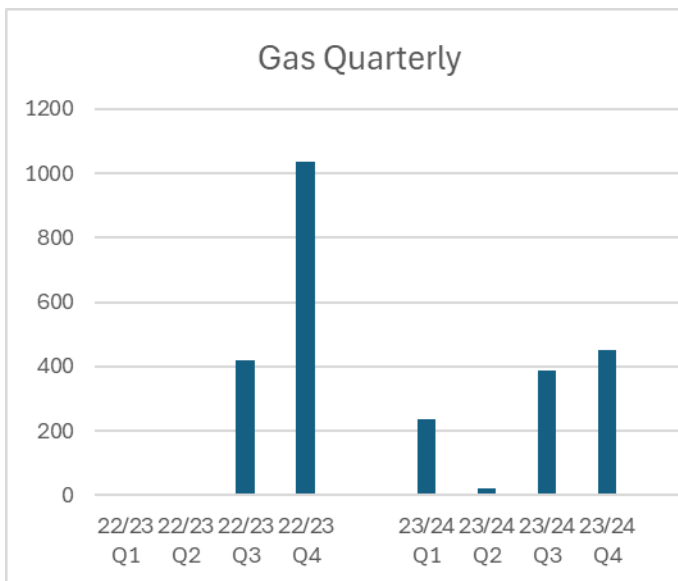
- Scope 1 Office gas use: 1,463.01 kgCO2e
- Scope 2 Office electricity use: 1,684.879 kgCO2e
- Scope 3
 - Commuting: 1028.1512 kgCO2e
 - Business travel: 1647.597120 kgCO2e
 - Waste: 19.72976 kgCO2e
 - Hotel stays: 167.5 kgCO2e
 - Homeworking: 16,420.7425 kgCO2e

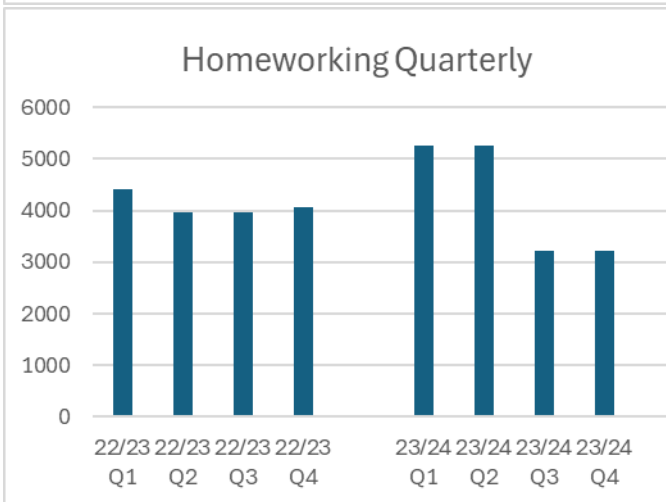
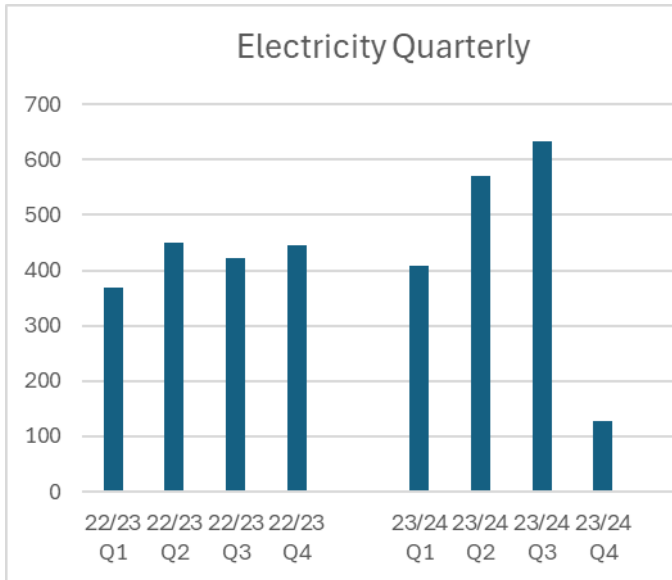
Total emissions: 22,427.928 Kg CO2e



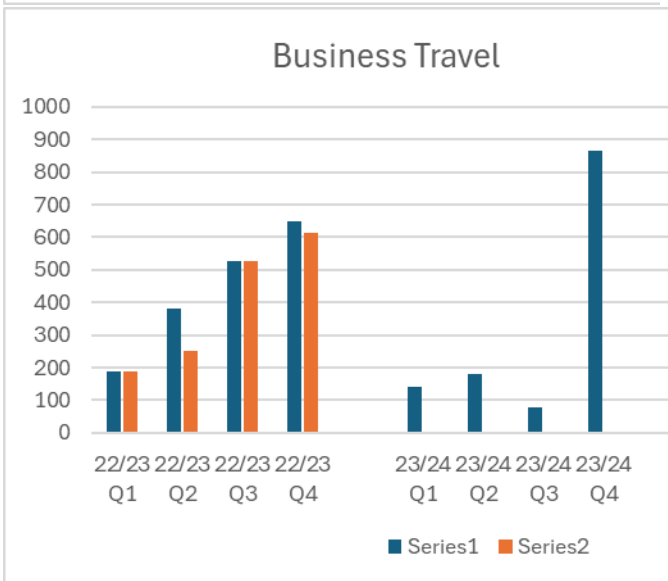
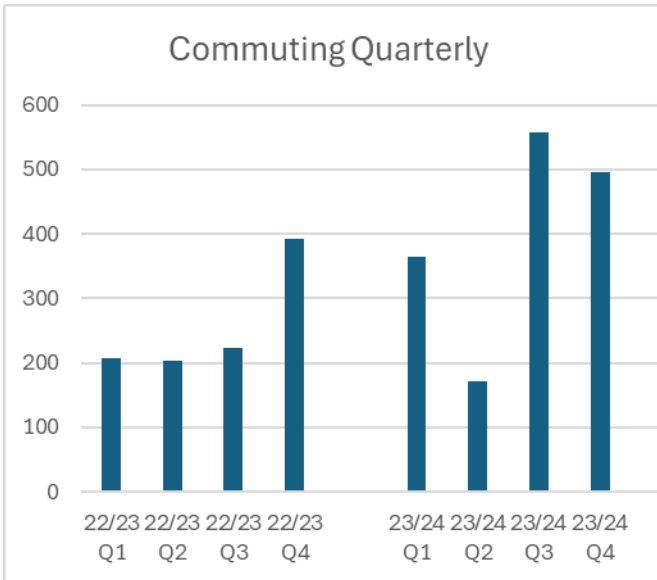
Year to Year
Quarterly
breakdown
comparison

[Quarterly comparison charts.](#)

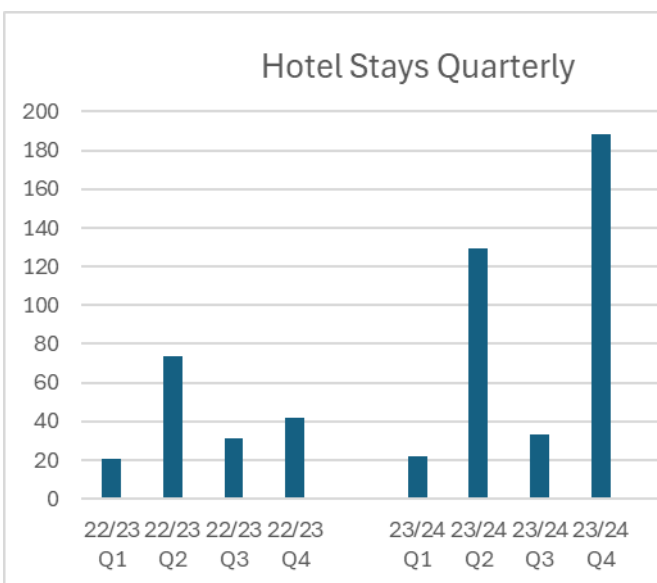




* Homeworking 2023/24 Q1 & 2 are thought to be higher due to gaps in the measurement of office working and business travel. We are working to address this in 2024/25.



Orange includes board travel which was counted separately in 22/23 but included in totals for 23/24. 2023/24 Q4 is considerably higher due to now taking figures from Xero financial reporting rather than asking people to input their own data which we acknowledge had gaps.



Carbon Objectives 2023-24

Including updates on what we are doing to meet these objectives.

1. Carbon Reporting

We will submit our carbon emissions totals to SSN on an annual basis.

2023 April onwards

We are up to date on calculating our carbon emissions.

May 2024 – we are in the process of working with Sustainable Scotland Network to voluntarily submit our carbon reporting.

2. Procurement

We will renew our energy tariff in 2023 with the greenest affordable option.

Feb 2024

Electricity supplier changed to SSE 100% renewable

Gas supplier changed to SSE Green tariff – 25% guaranteed renewable, remaining 75% offset

April 2024 Amazon subscription cancelled

2023-2024

There is ongoing research into green and carbon friendly suppliers by the Resources team.

We continue to source a number of office products and stationery second hand where possible, and to be a part of the circular economy where possible.

We share some of our own office products on [Warp It](#), which is free, web portal for charities to use. We shared some of our unused furniture, as well as smaller office products. Most of our items have been claimed by small charities.

[Circular Arts Network](#) is another web portal we use, where materials for creative projects can be shared. Our unused, wall mounts for recognition plaques went to an artist from Wasp Studios in Glasgow.

3. Waste

We commit to landfill being the very last resort for all waste.

2023-2024

[Changeworks](#) continue provides us with monthly Carbon Reports which allows us to monitor the amount of recycling and general waste that we produce, the amount of carbon diverted as a result of recycling and the overall recycling achieved. Our general waste, collected by Changeworks, goes to combustion/waste energy, meaning none of our waste goes to landfill through them.

We also use [OotNoo](#), who are a part of Zero Waste Leith, a network of businesses, charities and organisations committed to a circular economy. They have collected other items that Changeworks could not and sort, store, separate items and raw materials so as little as possible goes to landfill. They use specialist commercial sites for waste and recycling, so nothing is wasted.

Any of our old IT equipment we give to the [Edinburgh Remakery](#), who stop valuable items and materials – such as electronics - from going to landfill and causing pollution. Instead, they take in working and broken electronic devices, and repair and refurbish them. They reuse everything they possibly can, and responsibly recycle only those elements that we can't.

Carbon Objectives 2024-25

1. MGS will increase the scope of what is being counted in carbon equivalent emissions. Using UK government data we will strive to measure all procurement and delivery on top of the emissions already calculated. We can therefore expect to see a rise in our calculated emissions.
2. As a wider objective of MGS for 2024-5 is to go on more site visits to museums we can expect our business travel emissions to increase. Staff are aware that the most sustainable transport options should always be chosen where applicable (short haul flights may be needed in extreme circumstances such as a last-minute visit to the Outer Hebrides).
3. Emissions across the sector are decreasing as a result of MGS funding for insulation, LED lighting, renewable energy

Conclusion

There have been some gaps in our data collection for 2023/24 resulting in estimates and some inaccurate figures. Processes have now been put in place to try to rectify this for 2024/25. Homeworking in particular is a figure that draws attention – this was previously calculated by removing Deskbird logins for office working from total staff hours worked. We have reiterated the importance of using Deskbird logins when working in the office as well as working with Deskbird to also log business travel and absences. The homeworking emissions calculations is also based on the average UK house which is thought to be larger than the average flat in central Scotland in which majority of MGS staff live. Consideration around homeworking calculations may need discussed as it is the only emission calculated which is not directly financed by MGS.

Changing electricity and gas supplier took longer than planned due to complications in billing from the previous supplier but we hope to see the benefits of this change in 2024/25.

The MGS staff travel policy is being looked at to reiterate private car usage as an absolute last resort (rural museums with no public or active travel options).

MGS is ahead of the curve in its carbon measurement and is impressive with the number of carbon conscious policies already in place.

Keira Easton, Business Administration Assistant
Lucy Neville, Climate Officer

